

# Summary of Substantive Changes to the Regional Measure 2 Policies and Procedures

April 6, 2007

<b>June 23, 2004</b>	<ul style="list-style-type: none"> <li>• Original adoption of the Policies and Procedures</li> </ul>
<b>November 17, 2004</b> (First Amendment)	<ul style="list-style-type: none"> <li>• Addition of transit performance measures</li> <li>• Removal of the fringe benefit cap on sponsor staff costs (uncapped)</li> <li>• Revisions to the capital allocation request process. Requirement of workplans and estimated budget plans associated with the allocation request.</li> <li>• Addition and clarification of environmental clearance requirements and documentation Executive Director Delegated Authority on Monthly invoicing.</li> <li>• Addition of operating life requirements for transit vehicle procurements</li> <li>• Operating Guidance updates</li> <li>• Other technical clarifications</li> </ul>
<b>September 21, 2005</b> (Second Amendment)	<ul style="list-style-type: none"> <li>• Allowance for overhead rate applications to sponsor staff costs, reimbursable up to 50%.</li> <li>• Lease financing option for transit vehicle procurements</li> <li>• Categorization of Quarterly and Semi-annual project progress reporting requirements</li> <li>• Annual progress reporting process update Addition of consistency with regional Intelligent Transportation System (ITS) and Traffic Operation System (TOS) policies requirement Document Reorganization</li> <li>• Other technical clarifications</li> </ul>
<b>March 28, 2007</b> (Third Amendment)	<ul style="list-style-type: none"> <li>• Clarification of specific project conditions at the time of MTC allocation</li> <li>• Modifications to timely use of funds provisions and deadlines</li> <li>• Adjustments to the invoice submittal requirements</li> <li>• Addition of project close-out provisions for Capital Program projects</li> <li>• Other technical clarifications</li> </ul>
<b>May 28, 2008</b> (Fourth Amendment)	<ul style="list-style-type: none"> <li>• Changes to the Invoicing &amp; Reimbursements section, to allow sponsors with extenuating circumstances to submit requests for invoicing more frequently than monthly when submitting the Initial Project Report to MTC.</li> <li>• Clarifications to the Estimated Budget Plan section of the RM2 IPR format, to add procedures for sponsors to include both the RM2 funds as well as the complementary funds (for projects with complementary fund sources) for the entire workscope in the Estimated Budget Plan.</li> <li>• Other technical amendments to the Policies &amp; Procedures to clarify certain sections. The intent of the Policies &amp; Procedures in these areas remains the same.</li> </ul>
<b>April 22, 2009</b> (Fifth Amendment)	<ul style="list-style-type: none"> <li>• Capital Program Changes to the Invoicing &amp; Reimbursements section, to allow sponsors with extenuating circumstances to submit requests for supplemental invoices (adding up to more than one per month), which must be approved in advance by MTC staff.</li> </ul> <p>Other technical amendments to the Policies &amp; Procedures to clarify certain sections. The intent of the Policies &amp; Procedures in these areas remains the same.</p> <ul style="list-style-type: none"> <li>• Operating Program: Performance Measure for Farebox Recovery: It was recommended that the measure be modified so that route performance farebox recovery is determined using an average of the audit year plus two years in arrears or just the audit year, whichever is better. This helps account for fluctuations in the transit market beyond the control of operators.</li> </ul>